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***Minutes from the Electronic Recording Council of Wisconsin Meeting  
March 3, 2010 - Final  
Inn on the Park, Madison***

**Attending**

Marvel Lemke – Taylor County Register of Deeds (Chair)  
Cathy Williquette – Brown County Register of Deeds  
Hal Karas – Whyte Hirschboeck Dudek

**Excused**

John LaFave – Milwaukee County Register of Deeds  
Steve Hansen - Associated Banks  
Craig Haskins – Knight-Barry Title, Inc  
Cindy Wisinski – Portage County Register of Deeds

**1. Call to order.**

The meeting was called to order at 10:45 a.m. by Chair Marvel Lemke.

**2. Recognition of Public Attendees**

Kristi Chlebowsky, Dane County Register of Deeds  
Michael Mazemke, Waupaca County Register of Deeds  
Renee Powers, DOA Plat Review  
Rodney Key, DOT

**3. Approve Minutes from February 11, 2010.**

Minutes were not approved due to lack of quorum

**4. Announcements that may relate to Electronic Recording**

The Wisconsin Electronic Council was awarded the "Friend of Land Records Award" by the Wisconsin Land Information Association on February 26, 2010 at their annual conference held in Appleton. Cathy Williquette accepted the award on behalf of ERCWIS. The beautiful crystal award was given to Marvel Lemke and will be in the possession of each successive Council president in the future.

**5. Update on DOR Web Service of County and State real estate return data.**

Brown County was selected as the pilot county to test a new web service with their vendor, Fidlar Technologies and DOR. Upon recording of a document of conveyance the ROD staff enters the receipt number from eRETR into their document management system and it automatically launches a web app with the DOR pulling the data from DOR and auto populating the indexing fields (grantor, grantee, consideration, transfer fee or exemption number, etc) into the ROD index. App is not yet working for deeds received electronically but a resolution is expected yet this week or first thing next week.

**6. eRecording of Plats**

Rodney Key sent Cathy a PDF of a TPP and she forwarded to two eRecording Trusted Submitters. Both said they would have no problem receiving and importing PDF files of this size. Also, one TS stated they would be able to invoice DOT for recording fees. Cathy is having her vendor, Fidlar Technologies work with eRecording Partners Network confirm the PDF can in fact be imported and is good quality once imported into her iDoc system. Cathy will email results of this test to Council members, Rodney, Renee, Kristi and Mike. Following successful test with Brown County will have Dane, Portage and Waupaca counties try the same using one of their TS (Fidlar for AVID platform, Simplifile and Trimin "Lighthouse"). Discussion about steps required to accept a TPP electronically and what are other potential issues receiving plats this way. Immediate questions were 1) will the ROD have to print and maintain a hard copy for office?; 2) will output be to scale?; 3) what size will ROD be able to output to?; 4) what about placement of recording stamp – DOT can change placement of recording area; 5) how do we know signatures are valid? As to validity of signatures it was discussed we can't do that now in the paper world and the onus ultimately falls on the TS not the ROD. Rodney explained who electronic TPP is created. It is created electronically then becomes a PDF, hard copy is generated from PD, hard copy is signed, rescanned, new PDF created, new hard copy generated, file with

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county. Desire is to omit hard copies and file final PDF with county electronically. Does 706.25 give ROD authority to record TPP electronically? Hal's unofficial opinion is yes. As an alternative to providing paper copies to customers who need larger sized copies we could offer an electronic copy.

What are our plans to have subdivision plats and CSM's filed electronically? With the current process of collecting signatures and approvals it would not be feasible to use Model 3. Most likely Model 2 would be used - document would be scanned after it is complete and submitted electronically to ROD. This would also require a statutory change. Renee stated the ultimate goal is to modify chapter 236 to match language in 706. All agreed the best course of action is to continue testing and working to get TPP's filed electronically then focus on other maps. Will work to provide a demo at the WRDA June Conference.

**7. Agenda items for next meeting, time and location**

April 7, 2010 at 10:30 a.m. – Conference Call. Standard agenda items to be included please email any additional agenda items to Chair Lemke at least one week before the meeting.

Reminder that Hal, Marvel, Cathy and Steve will not be seeking re-appointment to the Council (terms expire July 1<sup>st</sup>) and that suitable replacements from the Wisconsin State Bar, Wisconsin Register of Deeds Association and Wisconsin Bankers Association are being sought.

Marvel met with Mark Herman, DOA and took custody of all the Council agendas, minutes and Trusted Submitter Agreements. Cindy will scan the TSA's and Marvel will scan and copy the agendas and minutes to CD – THANK YOU CINDY AND MARVEL! Mark will instruct Marvel on what needs to be kept and for how long.

**8. Meeting adjourned at 11:30 a.m.** Members present proceeded to lunch at the Chop House with Jane Licht and Amy Moran.

Respectfully submitted,  
Cathy Williquette, ERCWIS member